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PATENT / DOCKET NO. 16356.633 (DC-02908)
Customer No. 000027683

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of:
Scott B. Koester, et al.

Serial No.: 09/909,290

Filed: July 19, 2001

For: RETRACTABLE-REMOVABLE
HEADPHONE MODULE FOR
PORTABLE COMPUTERS

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Group Art Unit: 2644

Examiner: Unknown

RESPONSE AND TRANSMITTAL OF MISSING PARTS OF APPLICATION

Commissioner of Patents
ATTENTION: BOX MISSING PARTS
Washington, D.C. 20231

Dear Sir:

In response to the Notice to File Missing Parts of Application *Filing Date Granted* mailed August 30, 2001 regarding the above-identified application, Applicant submits the following:

1. Return copy of the Notice to File Missing Parts dated August 30, 2001;
2. An executed Declaration/Power of Attorney for Patent Application;
3. Letter to Official Draftsperson including four (4) sheets of drawings;
4. A check in the amount of \$130.00;
5. Original and copy of this Transmittal; and
6. Return postcard

The Commissioner is hereby authorized to charge any further fees associated with this communication or to credit any overpayment to Deposit Account No. 08-1394.

Respectfully submitted,

James R. Bell
Registration No. 26,528

Date: 10-22-01
HAYNES AND BOONE, LLP
901 Main Street - Suite 3100
Dallas, Texas 75202-3789
Phone: 512/867-8407
Fax: 512/867-8470
A-119694.1

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to: Commissioner for Patents, Washington, D.C. 20231.

on 10/23/01

Signature of Person mailing paper and fee

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UNITED STATES PATENT AND TRADEMARK OFFICE

 COMMISSIONER FOR PATENTS
 UNITED STATES PATENT AND TRADEMARK OFFICE
 WASHINGTON, D.C. 20231
 www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/909,290	07/19/2001	Scott B. Koester	16356.633 (DC-02908)

CONFIRMATION NO. 9963

FORMALITIES LETTER



OC000000006495378

 David L. McCombs
 Haynes and Boone, L.L.P.
 901 Main Street, Suite 3100
 Dallas, TX 75202-3789

Date Mailed: 08/30/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 130.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center

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